

Madison County Electoral Board

Meeting Agenda for Electoral Board Meeting of 13 October 2021 (General Registrar's Office)

- Call to order
- Approve/modify agenda for 13 October 2021 before proceeding
- Approve/change minutes of 17 August 2021 Electoral Board (EB) meeting
- Review the day's training exercises (make quick notes about changes that may be required in the future – while fresh in our minds)
- Finalize Election Day assignments
 - Election Official (EO) precinct assignments for Tuesday, 2 November 2021
 - EB assignments to assist chiefs with openings and closings on 2 November 2021
- Review Canvass dates
 - 3 November 2021 at 10:00 a.m. in GR Office - Precinct Results
 - 4 November 2021 at 9:00 a.m. in GR Office - Provisional Ballots (TBD)
 - 5 November at 12:00 p.m. in GR Office – Absentee Ballots and Certification of Results
- Finalize logistics/plans for
 - Assign times for each precinct Chief to pick up equipment on 1 November 2021
 - Update Covid plans, as required
 - Confirm number of ballots and distribution per precinct
 - Pick up radios from Sheriff's department
 - Election day security: contact Sheriff, VDOT, and emergency departments
 - Emergency and safety plans
- Ensure paperwork is complete or in progress per Handbook
 - Ensure tally sheets are printed and ready
 - Package and seal ballots for each precinct, and prepare ballot receipt forms
 - Prepare and post the Notice of the Canvass
 - Prepare Absentee Ballot lists for each precinct
 - Print EO Oath forms
 - Prepare paper pollbooks
 - Send Certification that EO training occurred
 - Send L&A certification
 - Other
- Review action items from 17 August 2021 EB meeting, and ensure they are complete
- (If there is time) Revisit ELECT Advisories and discuss cyber advisories
- Adjourn